

College of Education Supplement to AU Approval for Independent Study/Directed Readings Form

The student is responsible for obtaining all compliance documentation and submitting it to the head of the department offering the course prior to the 10th class day (5th class day if summer semester). Compliance documentation consists of (1) the [AU Approval for Independent Study/Directed Reading](#); (2) the College of Education Supplement; and (3) the syllabus. The department head forwards a copy of all compliance documentation to the Associate Dean of Academic Affairs for final approval (signature required in Part III).

Name of Student Requesting Individual Study _____

Course number and Title _____ Semester _____

Part I. Verification of Eligibility to Take an Individual Study Course

The student's advisor initials each of the following boxes if the eligibility requirement is met.

- Junior standing or higher
- Course taken for credit toward the student's major/minor (circle one)
- Individual study course not offered as a regular course
- No more than 9 hours of individual study coursework (i.e., X90X, X93X, X96X) is included on the student's degree program. (Written approval from the student's dean and the provost must be attached if taking the course would cause the student to exceed the 9 hour limit.)

Advisor's Signature _____
Date

Student's Signature _____
Date

Note: If one or more of the eligibility requirements listed above are not met, the advisor must provide a rationale for approving an eligibility waiver. The student then secures the signatures below.

IF AN ELIGIBILITY WAIVER IS BEING REQUESTED, attach a rationale for the waiver and obtain the following signatures. Signatures indicate approval of an eligibility waiver.

Instructor's Signature _____
Date

Signature of Head of Department offering course (or dean/associate dean if
instructor serves as department head) _____
Date

Part II. Verification of Eligibility to Teach an Individual Study Course

The instructor offering the individual study course initials each of the following boxes if the eligibility requirement is met.

- My course assignments do not exceed the 3 student limit for offering individualized coursework this semester.
- I understand that I will not receive courseload credit for teaching this individual study course.

Instructor's Signature _____
Date

Part III. Permission to Remain/Enroll in an Individual Study Course

The department head forwards all compliance documentation to the Associate Dean of Academic Affairs for final approval.

Fall 2006: If the associate dean's approval has not been obtained by the 10th class day, the student will be dropped from the course.

Spring 2007 and afterwards: Once all compliance documentation has been received, the associate dean will notify the department that the student may be enrolled in the course.

Signature of Associate Dean of Academic Affairs _____
Date